U.S. Fish and Wildlife Service Migratory Bird Management, Sea Duck Joint Venture program

Migratory Bird Joint Ventures Catalog of Federal Domestic Assistance (CFDA) Number: 15.637

Notice of Funding Opportunity Number: F14AS00186

Notice of Funding Availability and Application Instructions

The US Fish and Wildlife Service, Region 7 intends to award a single source financial assistance agreement as authorized by 505 DM 2.14 (B) to Environment Canada. This notice is not a request for proposals and the Government does not intend to accept proposals. Award will be made within 15 days after this notice.

I. Description of Funding Opportunity

The Sea Duck Joint Venture (SDJV) is a conservation partnership under the North American Waterfowl Management Plan. The SDJV is coordinated and administered by the USFWS. Environment Canada (EC), a Canadian federal agency, is a primary partner in the SDJV. EC staff possesses specialized skills in sea duck surveys and monitoring as well as an intimate familiarity with study sites in the Canadian arctic that are of interest to SDJV because of the species and populations of sea ducks that inhabit these areas, most notably Pacific common eiders. This species is of concern because of an apparent long-term decline in population size. EC is the agency responsible for sea duck management in Canada. Its staff is considered experts in the study of birds in arctic Canada and EC has a proven track record with development and implementation of sea duck surveys. Funding is being made available through the SDJV for a 2-year survey of a significant portion of the breeding area for Pacific common eider in the western Canadian arctic. This funding opportunity is made under the authority of North American Wetlands Conservation Act 16 U.S.C. 4401-4412.

II. Award Information

This funding opportunity will result in one award of \$110,000 for the period June 1, 2014 to June 1, 2016. The funding will be provided as a grant.

III. Basic Eligibility Requirements

Eligible Applicants: No restrictions

Federal law mandates that all entities applying for Federal financial assistance must have a valid Dun & Bradstreet Data Universal Number System (DUNS) number and have a current registration in the System for Award Management (SAM). See Title 2 of the Code of Federal Regulations (CFR), Part 25 (2 CFR 25) for more information. Exemptions: The SAM registration requirement does not apply to individuals submitting an application on their own behalf and not on behalf of a company or other for-profit entity, state, local or Tribal government, academia or other type of organization.

A. DUNS Registration

Request a DUNS number online at http://fedgov.dnb.com/webform. U.S.-based entities may also request a DUNS number by telephone by calling the Dun & Bradstreet Government Customer Response Center, Monday – Friday, 7 AM to 8 PM CST at the following numbers:

U.S. and U.S Virgin Islands: 1-866-705-5711

Alaska and Puerto Rico: 1-800-234-3867 (Select Option 2, then Option 1)

For Hearing Impaired Customers Only call: 1-877-807-1679 (TTY Line)

Once assigned a DUNS number, entities are responsible for maintaining up-to-date information with Dun & Bradstreet.

B. Entity Registration in SAM

Register in SAM online at http://www.sam.gov/. Once registered in SAM, entities must renew and revalidate their SAM registration at least every 12 months from the date previously registered. Entities are strongly urged to revalidate their registration as often as needed to ensure that their information is up to date and in synch with changes that may have been made to DUNS and IRS information. Foreign entities who wish to be paid directly to a United States bank account must enter and maintain valid and current banking information in SAM.

C. Excluded Entities

Applicant entities identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits will not be considered for Federal funding, as applicable to the funding being requested under this Federal program.

D. Cost Sharing or Matching:

Cost-sharing is encouraged, but not required.

IV. Application Requirements

To be considered for funding under this funding opportunity, an application must contain:

A. Application for Federal Assistance form

A completed, signed and dated Application for Federal Assistance form. All applicants are required to submit the Standard Form SF-424, available at http://apply07.grants.gov/apply/FormLinks?family=15.

Do not include other Federal sources of funding, requested or approved, in the total entered in the "Federal" funding box on the Application for Federal Assistance form. Enter only the amount being requested under this program in the "Federal" funding box. Include any other Federal sources of funding in the total funding entered in the "Other" box.

B. Project Summary

The objective of this project, Aerial surveys of Pacific Common Eiders in the central Canadian Arctic, is to determine key breeding areas and estimate abundance of common eiders in the Queen Maud Gulf and Bathurst Inlet regions and use this information to compare with historical estimates and to establish a new baseline for monitoring a large segment of the Pacific Common Eider population. Aerial surveys of common eiders will be done by helicopter during late June, when common eiders are in early stages of nest initiation. Two observers will be used during the surveys, on in the front left seat and the other in the right rear seat. Observers will record on audio tape the species, number, and when possible, sex and age of birds, as well as the time of observation. Observations of

Common Eiders will be recorded as flock size, noting the number o proportion of adult males and number or proportion of "brown birds". The flight path of the aircraft will be tracked. Based on the time of observation, the location of each observation will later be determined. The objective is to get a complete count of all eiders in the study areas. The approach follows the methods used previously by Raven and Dickson (2009) for eiders surveys in the Bathurst Inlet region. This study addresses the SDJV priority to continue to develop survey techniques for effective monitoring for species of high conservation interest. Results will be made available through periodic reports posted on the SDJV web site, and through Environment Canada periodic publications.

C. Project Narrative

1. Statement of Need:

The majority of Pacific Common Eiders are thought to nest in Western Canada, mostly in Amundsen Gulf, Dolphin and Union Strait, Coronation Gulf, and Queen Maud Gulf. A rough estimate of the size of the Canadian breeding population, calculated as the number passing Point Barrow in spring minus the estimated breeding population of the Alaska Beaufort Sea, is 68,000 Pacific Common Eiders. Migration surveys at Point Barrow are done infrequently, with the last survey done in 1994 (Suydam et al. 2000), which indicated a long term decline in numbers and an apparent stabilizing in the last decade. There is currently no regular breeding population survey to monitor trends of Pacific Common Eiders in Canada. Breeding surveys for Pacific Common Eiders were done in the Bathurst Inlet of Nunavut (i.e., Amundsen Gulf region) in 2006-2008 (Raven and Dickson 2009) and were supported in part by the SDJV. This area is thought to include 25% of the Canadian breeding population. These surveys were done in order to develop an operational monitoring survey for Pacific Common Eiders.

2. Project Goals and Objectives:

These surveys will be done to develop an operational monitoring survey for Pacific Common Eiders. In 2011, the Avian Monitoring Committee of the Canadian Wildlife Service recommended that monitoring for Pacific Common Eiders be done by aerial surveys of males during nest initiation over a portion of the breeding range (Bathurst Inlet-Queen Maud Gulf region). Surveys should be done for 3 consecutive years on a 6-year basis.

3. Project Activities, Methods and Timetable:

See section IV B, above for methods. Timetable is as follows:

Dates (2014 and 2015)	Activity
Early to mid-June	Fuel cached via Twin Otter; survey crew flies to Cambridge Bay,
	Nunavut
Late June	Surveys – Bathurst Inlet (3 days) and Queen Maud Gulf (3 days)
Aug - Nov	Enter data, analysis results, complete progress report

4. Stakeholder Coordination/Involvement:

The USFWS is one partner in the SDJV, and contributes the SDJV's research and monitoring program by providing technical advice, funding, and coordination. Results of the proposed survey will be used by USFWS to help assess the status of the Pacific common eider population as well as the impacts of subsistence harvest of this species in Alaska.

5. Project Monitoring and Evaluation:

Annual progress reports will be delivered to the SDJV U.S. coordinator and reviewed annually by a team of technical experts on the SDJV continental technical team. The evaluation will consider the ability of the EC to complete the survey as planned, the precision of population indices, cost, and effectiveness at meeting stated objectives. The evaluation will help identify potential shortcomings, make recommendations for survey improvement, and help determine whether additional surveys are justified.

6. Description of Entities Undertaking the Project:

The project will be designed, and all elements coordinated and carried out, by Environment Canada. The principal investigator is:

Myra Robertson
Western Arctic Waterfowl Biologist
Government of Canada
Environment Canada, Canadian Wildlife Service
Box 2310, 5019 52nd St.
Yellowknife, NT X1A 2P7
Myra.robertson@ec.gc.ca
(867) 669-4763

7. Sustainability:

The proposed project will run for two years and will be evaluated by technical experts. As noted above under IV C 2, it is recommended that the survey be done thereafter for 3 consecutive years on a 6-year basis. Beyond the 2-year horizon of the initial project, the USFWS has no obligation to support the survey.

8. Literature Cited:

- Raven, G. H., and D. L. Dickson. 2006. Changes in distribution and abundance of birds on western Victoria Island from 1992-1994 to 2004-2005. Canadian Wildlife Service Technical Report Series Number 456. Edmonton, Alberta, Canada.
- Suydam, R., D. L. Dickson, J. B. Fadely, and L. T. Quakenbush. 2000. Population declines of king and common eiders of the Beaufort Sea. Condor 102:219-222

9. Map of Project Area: Map should clearly delineate the project area and be large enough to be legible. Label any sites referenced in the project narrative or <u>if **not** applicable to your proposal please mark this is Not Applicable.</u>

D. Budget Form

Complete the **Budget Information for Non-Construction Programs** (**SF 424A**) or **Budget Information for Construction Programs** (**SF 424C**) **form**. Use the SF 424A if your project does not include construction and the SF 424C if the project includes construction or land acquisition. The budget forms are available online at http://apply07.grants.gov/apply/FormLinks?family=15. When developing your budget, keep in mind that financial assistance awards and subawards are subject to the cost principles in the following Federal regulations, as applicable to the recipient organization type:

- 2 CFR Part 220, Cost Principles for Educational Institutions
- 2 CFR Part 225, Cost Principles for States and Local Governments
- 2 CFR Part 230, Cost Principles for Non-Profit Organizations
- 45 CFR Part 74, Appendix E, Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals
- 48 CFR 1, Subpart 31.2, Contracts with Commercial Organizations

Links to the full text of these Federal cost principles are available on the Internet at http://www.fws.gov/grants/.

Multiple Federal Funding Sources: If the project budget includes multiple Federal funding sources, you must show the funds being requested from this Federal program *separately* from any other requested/secured Federal sources of funding on the budget form. For example, enter the funds being requested from this Federal program in the first row of the Budget Summary section of the form and then enter funding related to other Federal programs in the subsequent row(s). Be sure to enter each Federal program's CFDA number in the corresponding fields on the form. The CFDA number for this Federal program appears on the first page of this funding opportunity.

E. Budget Justification

In a separate narrative titled "**Budget Justification**", explain and justify all requested budget items/costs. Detail how the SF 424 Budget Object Class Category totals were determined and demonstrate a clear connection between costs and the proposed project activities. For personnel salary costs, include the base-line salary figures and the estimates of time (as percentages) to be directly charged to the project. Describe any item that under the applicable Federal Cost Principles requires the Service's approval and estimate its cost.

Required Indirect Cost Statement: All applicants except individuals applying for funds separate from a business or non-profit organization he/she may operate <u>must</u> include in the budget justification narrative one of the following statements and attach to their application all required documentation as detailed in the following table:

Circumstance:	Statement to include in budget narrative:	Other document(s) to
		attach:

•	No indirect cost rate Charges all costs directly	Indirect Cost Statement: Our organization does not have an indirect cost rate and will charge all costs directly.	None.
•	Is not an individual Has an indirect cost rate Has an approved Negotiated Indirect Cost Rate Agreement (NICRA) with their Federal cognizant agency covering part/all of the	Indirect Cost Statement: We have an approved NICRA covering part/all of the proposed project period. A copy of that NICRA is attached.	Copy of approved NICRA.
•	Is not an individual Has an indirect cost rate Has established a NICRA in the past, but do not have an approved rate covering part/all of the proposed project period May or may not have recently submitted a new NICRA proposal to cognizant agency. If not, will do so within the required timeframe, in the event an award is made	 Indirect Cost Statement: Our indirect cost rate is [insert a description of the rate]. We have established a NICRA in the past but it expired. [Insert one of the following statements: "We submitted a new NICRA proposal to our cognizant agency on [insert date]." OR "In the event an award is made we will submit a NICRA proposal to our cognizant agency immediately and no later than 90 calendar days after the award is made". We understand that: Although the Service may approve a budget that includes an estimate of indirect costs based on our stated rate, that approval will be contingent on our establishing a NICRA. Recipients without a NICRA are prohibited from charging indirect costs to a Federal award. Failure to establish a NICRA during the award period will make all costs otherwise allocable as indirect costs under the award unallowable. We will not be authorized to transfer any unallowable indirect costs to the amount budgeted for direct costs or to satisfy cost-sharing or matching requirements without the prior written approval of the Service. We may not shift unallowable indirect costs to another Federal award unless specifically 	Copy of most recently expired NICRA and, when applicable, a copy of any NICRA proposal submitted to the cognizant agency that is currently pending approval.
•	Is not an individual Has an indirect cost rate Has never established a NICRA in the past Will submit a NICRA proposal to cognizant agency within the required timeframe, in the event an award is made	authorized by legislation. Indirect Cost Statement: Our indirect cost rate is [insert a description of the rate]. We have never established a NICRA. In the event an award is made we will submit a NICRA proposal to our cognizant agency immediately and no later than 90 calendar days after the award is made. We understand that: • Although the Service may approve a budget that includes an estimate of indirect costs based on our stated rate, that approval will	None at the time of application. In the event an award is made, recipient must submit a copy of their approved NICRA before charging indirect costs to the award.

	be contingent on our establishing a NICRA.	
	Recipients without a NICRA are prohibited from charging indirect costs to a Federal award.	
	Failure to establish a NICRA during the award period will make all costs otherwise allocable as indirect costs under the award unallowable.	
	We will not be authorized to transfer any unallowable indirect costs to the amount budgeted for direct costs or to satisfy cost-sharing or matching requirements without the prior written approval of the Service. We may not shift unallowable indirect costs to	
	another Federal award unless specifically authorized by legislation.	
 Is not an individual, state, local or Federally-recognized Indian tribal government Has never established a NICRA in the past Cannot charge all costs directly Will not be able to meet the requirement to submit a NICRA proposal within 90 calendar days after award, in the event an award is made 	Indirect Cost Statement: We have never established a NICRA in the past and will not be able to meet the requirement to submit a NICRA proposal to our cognizant agency within 90 calendar days after award, in the event an award is made. In the event an award is made we request as a condition of award to charge a flat indirect cost rate of 10% of modified total direct costs (MTDC). We understand this rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even if we do establish a NICRA at any point during the award period. We understand that MTDC is defined as all salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards and subcontracts up to the first \$25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). We understand that MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships,participant support costs and the portion of each subaward and subcontract in	None.

Applicants who are individuals applying for funds separate from a business or non-profit organization he/she may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, do not include any indirect costs in your proposed budget.

For more information on indirect cost rates, see the Service's **Indirect Costs and Negotiated Indirect Cost Rate Agreements** guidance document on the Internet at http://www.fws.gov/grants/.

Negotiating an Indirect Cost Rate with the Department of the Interior:

For organizations without a NICRA, you must have an open, active Federal award to submit an indirect cost rate proposal to your cognizant agency. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency, unless otherwise

assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your cognizant agency, your indirect cost rate will be negotiated by the Interior Business Center (IBC). For more information, contact the IBC at:

Indirect Cost Services
Acquisition Services Directorate, Interior Business Center
U.S. Department of the Interior
2180 Harvard Street, Suite 430
Sacramento, CA 95815

Phone: 916-566-7111 Email: ics@nbc.gov

Internet address: http://www.aqd.nbc.gov/Services/ICS.aspx

F. Statements Regarding A-133 Single Audit Reporting: Following OMB Circular A-133 (http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133_revised_2007.pdf), all U.S. states, local governments, federally-recognized Indian tribal governments, and non-profit organizations expending \$500,000 USD or more in Federal award funds in a fiscal year must submit an A-133 Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System.

All U.S. state, local government, federally-recognized Indian tribal government and non-profit applicants must provide a statement regarding if your organization was/was not required to submit an A-133 Single Audit report for the organization's most recently closed fiscal year and, if so, state if that report is available on the Federal Audit Clearinghouse Single Audit Database website (http://harvester.census.gov/sac/). Include these statements at the end of the Project Narrative in a section titled "A-133 Single Audit Reporting Statements".

G. Assurances

Include the appropriate signed and dated Assurances form available online at http://apply07.grants.gov/apply/FormLinks?family=15. Use the **Assurances for Non-Construction Programs** (**SF 424B**) if the project does not involve construction. Use the **Assurances for Construction Programs** (**SF 424D**) if the project does involve construction or land acquisition. Signing this form does not mean that all items on the form are applicable. The form contains language that states that some of the assurances may not be applicable to your organization and/or your project or program.

H. Certification and Disclosure of Lobbying Activities:

Under Title 31 of the United States Code, Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made or agrees to make any payment using non-appropriated funds for lobbying in connection with this project AND the project budget exceeds \$100,000, complete and submit the **SF LLL, Disclosure of Lobbying Activities** form. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

Application Checklist

DUNS Registration (see requirement in Section III Basic Eligibility Requirements, A Duns Registration)
SAM active registration (see requirement in Section III Basic Eligibility Requirements, B Entity Registration in SAM)
SF 424, <u>Application</u> for Federal Assistance: A complete, signed and dated SF 424
SF 424 Budget form: A complete SF 424A or SF 424C Budget Information form
SF 424 Assurances form: Signed and dated SF 424B or SF 424D Assurances form
Project summary, if applicable
Project narrative
Timetable
Budget justification
SF LLL form: If applicable, completed SF-LLL Disclosure of Lobbying Activities form

Failure to provide complete information may cause delays, postponement, or rejection of the application.

V. Submission Instructions

SUBMISSION DEADLINE: Friday, May 23, 2014. 4:00 PM Alaska Time

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. Completed applications may be submitted electronically through Grants.gov, or as otherwise described in the Grants.gov funding opportunity.

To submit an application through Grants.gov:

Go to the Grants.gov Apply for Grants page (http://www07.grants.gov/applicants/apply_for_grants.jsp) for an overview of the process to apply through Grants.gov. You/your organization must complete the Grants.gov registration process before submitting an application through Grants.gov. Registration can take between three to five business days, or as long as two weeks if all steps are not completed in a timely manner.

Important note on Grants.gov application attachment file names: Please do not assign application attachments file names longer than 20 characters, including spaces. Assigning file names longer than 20 characters will create issues in the automatic interface between Grants.gov and the Service's financial assistance management system.

VI. APPLICATION REVIEW

Criteria: This will be a sole source grant and there are no selection criteria.

VII. Award Administration

Award Notices: Following review, applicants may be requested to revise the project scope and/or budget before an award is made. Successful applicants will receive written notice in the form of a notice of award document. Notices of award are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g., FedEx, DHL or UPS). Award recipients are not required to sign/return the Notice of Award document. Acceptance of an award is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on

the application submitted to, and as approved by, the Service. The notice of award document will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests. Applicants whose projects are not selected for funding will receive written notice, most often by e-mail, within 30 days of the final review decision.

Foreign Recipient Payments: Foreign recipients receiving funds to a bank outside of the United States will be paid electronically through U.S. Treasury's International Treasury Services (ITS) system.

Foreign recipients receiving funds electronically to a bank in the United States will be paid by Electronic Funds Transfer (EFT) through the Automated Clearing House network. Foreign recipients who wish to be paid to a bank account in the United States must enter and maintain current banking information in SAM (see Section III).

The Notice of Award document from the Service will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests.

Transmittal of Sensitive Data: Recipients are responsible for ensuring any sensitive data being sent to the Service is protected during its transmission/delivery. The Service strongly recommends that recipients use the most secure transmission/delivery method available. The Service recommends the following digital transmission methods: secure digital faxing; encrypted emails; emailing a password protected zipped/compressed file attachment in one email followed by the password in a second email; or emailing a zipped/compressed file attachment. The Service strongly encourages recipients sending sensitive data in paper copy to use a courier mail service. Recipients may also contact their Service Project Officer and provide any sensitive data over the telephone.

Award Terms and Conditions: Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the Service carries with it the responsibility to be aware of and comply with the terms and conditions applicable to the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to and approved by the Service and are subject to the terms and conditions incorporated into the notice of award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. The Federal regulations applicable to Service awards are available on the Internet at http://www.fws.gov/grants/. If you do not have access to the Internet and require a full text copy of the award terms and conditions, contact the Service point of contact identified in the Agency Contacts section below.

Recipient Reporting Requirements:

Interim financial reports and performance reports may be required. Interim reports will be required no more frequently than quarterly, and no less frequently than annually. A final financial report and a final performance report will be required and are due within 90 calendar days of the end date of the award. Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results.

Significant Development Reports:

Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, recipients are required to notify the Service in writing as soon as the following types of conditions become known:

- Problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation.
- Favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

The Service will specify in the notice of award document the reporting and reporting frequency applicable to the award.

VIII. Agency Contacts

Tim Bowman Sea Duck Joint Venture Coordinator (U.S.) U.S. Fish and Wildlife Service 1011 East Tudor Rd. Anchorage, AK 99503 office: (907) 786-3569

office: (907) 786-3569 tim_bowman@fws.gov